

**AN ORDINANCE CONSTITUTING BUDGET AMENDMENT NO. 6 TO  
ORDINANCE NO. 12-019 TO AMEND THE POSITION ALLOCATION LIST  
FOR FISCAL YEAR 2013 BY MAKING CHANGES IN THE MAYOR'S OFFICE;  
AND APPROPRIATE THE USE OF GENERAL FUND BALANCE BY  
AMENDING THE FY2013 OPERATING BUDGET ORDINANCE**

#3797

Sponsor:

Council  
Member  
Walsh

**WHEREAS**, the Council has enacted Amendment No. 5 to Ordinance No. 12-019, the Annual Operating Budget for Fiscal Year 2013, to which the position allocation list for that year is attached; and

**WHEREAS**, the Council deems it appropriate to amend the said position allocation list in accordance herewith, the provisions hereof having been reviewed by the Administrative Board prior to introduction of this Ordinance; and

**WHEREAS**, there is a need to reclassify a position in the Mayor's Office to help achieve the primary objectives of the Administration of Mayor Dennis P. Williams; and

**WHEREAS**, Council deems it appropriate, and it is supported by Mayor Dennis P. Williams, to reclassify the position of Constituent Services Representative.

**THE COUNCIL OF THE CITY OF WILMINGTON HEREBY ORDAINS:**

**SECTION 1.** The Position Allocation List for Fiscal Year 2013, a copy of which is attached to the Annual Operating Budget Ordinance for Fiscal Year 2013, is hereby amended by making the following changes (see attachment A):

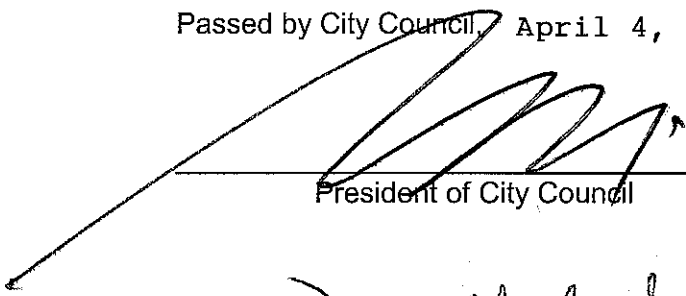
a) In the Mayor's Office General Fund Position Allocation List make the following changes:

1. Change the title of "Constituent Services Representative" to "Constituent Services Projects Specialist," change the grade of the " Constituent Services Projects Specialist " from "G-07" to "N-1" and increase the annual salary of the " Constituent Services Projects Specialist " from \$37,674 to \$45,308.

**SECTION 2.** This Ordinance shall become effective January 24, 2013.

First Reading..... March 7, 2013  
Second Reading..... March 7, 2013  
Third Reading .....April 4, 2013

Passed by City Council, April 4, 2013

  
\_\_\_\_\_  
President of City Council

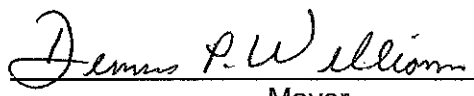
ATTEST:

  
\_\_\_\_\_  
City Clerk

Approved as to form this 6<sup>th</sup> day  
of March, 2013.

  
\_\_\_\_\_  
Assistant City Solicitor

Approved this 8 day of April, 2013.

  
\_\_\_\_\_  
Mayor

**Synopsis/Fiscal Impact**

This Ordinance amends the Position Allocation List for FY 2013 by reclassifying a position in the Mayor's Office

The fiscal impact of said changes totals \$7,634 for FY 2013 and is outlined in the attached spreadsheet.

Amendment # 6

**Fiscal Year 2013  
DEPARTMENTAL POSITION ALLOCATION LIST**

Fund: General

Department: Mayor's Office

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Mayor	1.00	Ext	1.00	0.00
Mayor's Chief of Staff	1.00	E 11	1.00	0.00
Chief Strategy Advisor	1.00	E 11	1.00	0.00
Director of Economic Development	1.00	E 09	1.00	0.00
Deputy Director of Economic Development	1.00	E 07	1.00	0.00
Director of Policy	1.00	E 07	1.00	0.00
Neighborhood Development Director	1.00	E 07	1.00	0.00
Special Assistant to the Chief of Staff	1.00	E 07	1.00	0.00
Director of Communications and Cultural Affairs	1.00	E 06	1.00	0.00
Workforce Development Coordinator	1.00	E 06	1.00	0.00
Director of Constituent Services	1.00	E 05	1.00	0.00
Director of Media and Community Relations	1.00	E 05	1.00	0.00
Administrative Assistant - Office of the Mayor	2.00	E 04	2.00	0.00
Marketing & Special Projects Coordinator	3.00	E 04	3.00	0.00
Office Manager	1.00	E 04	1.00	0.00
Community Referral Specialist	2.00	E 03	2.00	0.00
Administrative Assistant II	1.00	E 02	1.00	0.00
Community Affairs Advisor	1.00	E 02	1.00	0.00
Constituent Services Project Coordinator	1.00	E 02	1.00	0.00
Mayor's Office Assistant	1.00	E 01	1.00	0.00
Mayor's Office Receptionist	1.00	E 01	1.00	0.00
Budget Director	1.00	M 07	1.00	0.00
Emergency Management Director	1.00	M 07	0.50	0.50
Mgr. of Minority, Disadvantaged and Small Business Enterprise	1.00	M 06	1.00	0.00
Senior Economic Research & Development Advisor	1.00	M 06	1.00	0.00
Civil Appeals Director	1.00	M 04	1.00	0.00
Senior Analyst/Systems Coordinator	1.00	M 04	1.00	0.00
Senior Analyst	1.00	S	1.00	0.00
Budget Analyst II	2.00	Q	2.00	0.00
Economic Development Specialist	1.00	P	1.00	0.00
Constituent Services Projects Specialist	1.00	N	1.00	0.00
Youth Intervention Specialist	1.00	L	1.00	0.00
Input and Compliance Specialist	1.00	I	1.00	0.00
Administrative Clerk I	1.00	G	1.00	0.00
<b>DEPARTMENT TOTAL</b>	<b>39.00</b>		<b>38.50</b>	<b>0.50</b>

**Fund: Internal Service**  
**Department: Mayor's Office**  
**Fiscal Year 2013**

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Director of Integrated Technologies	1.00	M 07	1.00	0.00
Manager of Integrated Technologies	1.00	M 06	1.00	0.00
Telecom Manager	1.00	M 04	1.00	0.00
Webmaster	1.00	M 02	1.00	0.00
Application Support Specialist II	2.00	T	2.00	0.00
Mapping & Graphics Manager	1.00	S	1.00	0.00
Information Systems Administrator	1.00	R	1.00	0.00
Document Management Supervisor	1.00	O	1.00	0.00
Information Analyst I	1.00	N	1.00	0.00
Information Help Desk Engineer	4.00	N	4.00	0.00
Telephony Analyst	1.00	N	1.00	0.00
Information Desktop Engineer	1.00	M	1.00	0.00
Mapping Technician II	1.00	L	1.00	0.00
Document Management Systems Administrator	1.00	J	1.00	0.00
IT Office Coordinator	1.00	I	1.00	0.00
Communications Assistant	1.00	G	1.00	0.00
Document Management Technician	2.00	G	2.00	0.00
IT Support Services Technician	1.00	D	1.00	0.00
<b>DEPARTMENT TOTAL</b>	<b>23.00</b>		<b>23.00</b>	<b>0.00</b>

**Fund: General**  
**Department: Planning**  
**Fiscal Year 2013**

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Director of Planning and Urban Design	1.00	E 08	1.00	0.00
Administrative Assistant II	1.00	E 02	1.00	0.00
Planning Manager	1.00	M 06	1.00	0.00
Planning Grants Coordinator	1.00	M 05	1.00	0.00
Senior Planner Design & Review	1.00	S	1.00	0.00
Senior Planner II	1.00	R	1.00	0.00
Planner II	3.00	P	2.63	0.37
Planner I	1.00	N	1.00	0.00
Planning Technician	1.00	G	1.00	0.00
<b>DEPARTMENT TOTAL</b>	<b>11.00</b>		<b>10.63</b>	<b>0.37</b>

**Fund: General**  
**Department: City Council**  
**Fiscal Year 2013**

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
President of City Council	1.00	Ext	1.00	0.00
Finance Chairman	1.00	Ext	1.00	0.00
President Pro Tempore	1.00	Ext	1.00	0.00
Council Members	10.00	Ext	10.00	0.00
Administrative Assistant/Deputy City Clerk	1.00	Ext	1.00	0.00
Bailiff/Legislative Analyst	1.00	Ext	1.00	0.00
Cable/Communications Producer/Director	4.00	Ext	4.00	0.00
Cable/Communications Senior Producer/Director	2.00	Ext	2.00	0.00
Chief of Staff	1.00	Ext	1.00	0.00
City Clerk	1.00	Ext	1.00	0.00
Deputy Chief of Staff	1.00	Ext	1.00	0.00
Director of Communications and Policy Development	1.00	Ext	0.00	1.00
Legislative Analyst	1.00	Ext	1.00	0.00
Legislative Director	1.00	Ext	1.00	0.00
Station Manager-WITN	1.00	Ext	1.00	0.00
Traffic & Web Content Coordinator	1.00	Ext	1.00	0.00
<b>DEPARTMENT TOTAL</b>	<b>29.00</b>		<b>28.00</b>	<b>1.00</b>

**Fund: General**  
**Department: City Treasurer**  
**Fiscal Year 2013**

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
City Treasurer	1.00	Ext	0.50	0.50
Deputy Treasurer	1.00	Ext	0.75	0.25
Administrative Assistant to the City Treasurer	1.00	Ext	0.67	0.33
Pension Coordinator	1.00	Ext	0.00	1.00
Analyst II	1.00	N	1.00	0.00
Pension Assistant	1.00	L	0.00	1.00
<b>DEPARTMENT TOTAL</b>	<b>6.00</b>		<b>2.92</b>	<b>3.08</b>

Fund: General  
Department: City Auditor  
Fiscal Year 2013

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
City Auditor	1.00	E 08	1.00	0.00
Auditing Administrative Assistant	1.00	E 02	1.00	0.00
Auditing Manager	1.00	M 06	1.00	0.00
Senior Auditor-IT	1.00	S	1.00	0.00
<b>DEPARTMENT TOTAL</b>	<b>4.00</b>		<b>4.00</b>	<b>0.00</b>



Fund: General  
Department: Law  
Fiscal Year 2013

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
City Solicitor	1.00	E 10	1.00	0.00
Senior First Assistant City Solicitor	1.00	E 09	1.00	0.00
First Assistant City Solicitor	2.00	E 09	2.00	0.00
Senior Assistant City Solicitor	2.00	E 08	2.00	0.00
Assistant City Solicitor	4.00	E 07	4.00	0.00
Legal Research Attorney	1.00	E 04	1.00	0.00
Legal Administrative Assistant	1.00	E 03	1.00	0.00
Legal Administrator	1.00	M 04	1.00	0.00
Real Estate Legal Coordinator	1.00	P	1.00	0.00
Litigation Assistant	1.00	O	1.00	0.00
Legal Legislative Assistant	1.00	N	1.00	0.00
Nuisance Property Administrator	1.00	N	1.00	0.00
Legal Assistant	4.00	M	4.00	0.00
<b>DEPARTMENT TOTAL</b>	<b>21.00</b>		<b>21.00</b>	<b>0.00</b>

Fund: General  
Department: Finance  
Fiscal Year 2013

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Director of Finance	0.50	E 10	0.50	0.00
Deputy Director of Finance	0.50	E 08	0.50	0.00
Administrative Assistant II	0.75	E 02	0.75	0.00
Revenue Division Manager	0.30	M 07	0.30	0.00
Principal Analyst	0.50	M 06	0.50	0.00
Senior Financial Officer	0.65	M 06	0.65	0.00
Accounting Manager	0.80	M 05	0.80	0.00
Customer Service Manager	0.50	M 05	0.50	0.00
Procurement Manager	1.00	M 05	1.00	0.00
Senior Financial Analyst	1.60	M 05	1.60	0.00
Tax Manager	1.00	M 05	1.00	0.00
Revenue Audit Supervisor	1.00	T	1.00	0.00
Revenue Supervisor	1.00	T	1.00	0.00
Tax Supervisor	1.00	T	1.00	0.00
Delinquent Accounts Supervisor	0.10	S	0.10	0.00
Finance Projects Coordinator	0.35	S	0.35	0.00
Grant Coordinator	1.00	S	1.00	0.00
Parking Services Supervisor	0.50	S	0.50	0.00
Real Estate Tax and Stormwater Supervisor	0.20	S	0.20	0.00
Utility Billing Supervisor	0.20	S	0.20	0.00
Assistant Tax Supervisor	1.00	R	1.00	0.00
Revenue Audit Agent	2.00	R	2.00	0.00
Revenue Collector	1.00	R	1.00	0.00
Sheriff Sale Administrator	0.10	R	0.10	0.00
Senior Accountant	2.50	Q	2.50	0.00
Purchasing Agent II	2.00	O	2.00	0.00
Assistant Utility Billing Supervisor	0.20	N	0.20	0.00
Staff Accountant	0.50	N	0.50	0.00
Assistant Central Cashiering Supervisor	0.50	M	0.50	0.00
Assistant Revenue Audit Agent	1.00	M	1.00	0.00
Delinquent Accounts Agent	0.30	L	0.30	0.00
EIT Agent	6.00	L	6.00	0.00
Settlement Clerk	0.20	L	0.20	0.00
Purchasing Technician	1.00	J	1.00	0.00
Customer Service Representative II	2.80	I	2.80	0.00
Senior Parking Regulations Enforcement Officer	2.00	I	2.00	0.00
Account Entry Clerk	4.00	G	4.00	0.00
Administrative Clerk I	2.50	G	2.50	0.00
Data Entry Clerk III	1.00	G	1.00	0.00
Account Clerk III	0.10	F	0.10	0.00
Parking Regulations Enforcement Officer	16.00	F	16.00	0.00
Scofflaw Enforcer	2.00	F	2.00	0.00
<b>DEPARTMENT TOTAL</b>	<b>62.15</b>		<b>62.15</b>	<b>0.00</b>

Fund: Water and Sewer  
Department: Finance  
Fiscal Year 2013

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Director of Finance	0.50	E 10	0.50	0.00
Deputy Director of Finance	0.50	E 08	0.50	0.00
Administrative Assistant II	0.25	E 02	0.25	0.00
Revenue Division Manager	0.70	M 07	0.70	0.00
Principal Analyst	0.50	M 06	0.50	0.00
Senior Financial Officer	0.35	M 06	0.35	0.00
Accounting Manager	0.20	M 05	0.20	0.00
Customer Service Manager	0.50	M 05	0.50	0.00
Senior Financial Analyst	0.40	M 05	0.40	0.00
Delinquent Accounts Supervisor	0.90	S	0.90	0.00
Finance Projects Coordinator	0.65	S	0.65	0.00
Parking Services Supervisor	0.50	S	0.50	0.00
Real Estate Tax and Stormwater Supervisor	0.80	S	0.80	0.00
Utility Billing Supervisor	0.80	S	0.80	0.00
Sheriff Sale Administrator	0.90	R	0.90	0.00
Senior Accountant	0.50	Q	0.50	0.00
Assistant Utility Billing Supervisor	0.80	N	0.80	0.00
Staff Accountant	0.50	N	0.50	0.00
Assistant Central Cashiering Supervisor	0.50	M	0.50	0.00
Customer Service Consultant	2.00	M	2.00	0.00
Delinquent Accounts Agent	2.70	L	2.70	0.00
Settlement Clerk	0.80	L	0.80	0.00
Customer Service Representative II	5.20	I	5.20	0.00
Delinquent Accounts Officer	1.00	H	1.00	0.00
Meter Reader Services Coordinator	1.00	H	1.00	0.00
Account Entry Clerk	1.00	G	1.00	0.00
Administrative Clerk I	0.50	G	0.50	0.00
Account Clerk III	0.90	F	0.90	0.00
Meter Reader	1.00	E	1.00	0.00
<b>DEPARTMENT TOTAL</b>	<b>26.85</b>		<b>26.85</b>	<b>0.00</b>

**Fund: General**  
**Department: Human Resources**  
**Fiscal Year 2013**

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Director of Human Resources	1.00	E 09	1.00	0.00
Administrative Assistant II	1.00	E 02	1.00	0.00
Director of Labor Relations/Classification	1.00	M 07	1.00	0.00
Payroll Manager	1.00	M 05	1.00	0.00
Employee Relations Advisor	1.00	M 04	1.00	0.00
Human Resources Information Systems Administrator	1.00	S	1.00	0.00
Human Resources Administrator	3.00	Q	3.00	0.00
Human Resources Information and Systems Analyst	1.00	Q	1.00	0.00
Human Resources Compensation and Research Technician	1.00	O	1.00	0.00
Human Resources Specialist	1.00	N	1.00	0.00
Payroll Specialist	2.00	J	2.00	0.00
Human Resources Office Assistant	1.00	G	1.00	0.00
<b>DEPARTMENT TOTAL</b>	<b>15.00</b>		<b>15.00</b>	<b>0.00</b>

**Fund: Internal Service**  
**Department: Human Resources**  
**Fiscal Year 2013**

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Director of Risk Management & Employee Benefits	1.00	M 06	1.00	0.00
Occupational Health, Safety & Loss Prevention Programs Manager	1.00	M 05	1.00	0.00
Claims Supervisor	1.00	P	1.00	0.00
Occupational Health Nurse	1.00	P	1.00	0.00
Risk Management Analyst	1.00	O	1.00	0.00
Employee Benefits Administrator	1.00	N	1.00	0.00
Medical Records Clerk	1.00	G	1.00	0.00
<b>DEPARTMENT TOTAL</b>	<b>7.00</b>		<b>7.00</b>	<b>0.00</b>

**Fund: General**  
**Department: Licenses and Inspections**  
**Fiscal Year 2013**

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Commissioner of Licenses and Inspections	1.00	E 09	1.00	0.00
Deputy Commissioner of Licenses and Inspections	1.00	E 07	1.00	0.00
Administrative Assistant I	1.00	E 01	1.00	0.00
Plans Engineer	1.00	T	1.00	0.00
Housing Code Enforcement Supervisor	1.00	S	1.00	0.00
Building Code Enforcement Inspector	5.00	Q	5.00	0.00
Zoning Manager	1.00	Q	1.00	0.00
Assistant Plans Examiner/Engineer	1.00	P	1.00	0.00
Code Enforcement Administrator	1.00	O	1.00	0.00
Mechanical Code Enforcement Inspector	1.00	N	1.00	0.00
Building Permit Director	1.00	M	1.00	0.00
Business Compliance Officer	1.00	M	1.00	0.00
Code Enforcement Inspector	14.00	M	14.00	0.00
Administrative Supervisor	1.00	L	1.00	0.00
Administrative Clerk I	6.00	G	6.00	0.00
Records Clerk	1.00	C	1.00	0.00
<b>DEPARTMENT TOTAL</b>	<b>38.00</b>		<b>38.00</b>	<b>0.00</b>

**Fund: General**  
**Department: Parks and Recreation**  
**Fiscal Year 2013**

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Director of Parks and Recreation	1.00	E 08	1.00	0.00
Deputy Director of Parks and Recreation	1.00	E 06	1.00	0.00
Administrative Assistant I	1.00	E 01	1.00	0.00
Executive Director of WHACC	1.00	M 05	1.00	0.00
Projects Manager	1.00	M 05	1.00	0.00
Superintendent of Maintenance, Parks & Recreation	1.00	M 05	1.00	0.00
Superintendent of Recreation	1.00	M 05	1.00	0.00
Youth & Families Manager	1.00	M 05	1.00	0.00
Parks Maintenance Supervisor	2.00	M 04	2.00	0.00
Parks Financial Administrator	1.00	P	1.00	0.00
City Forester	1.00	N	1.00	0.00
Youth & Families Program Administrator	1.00	N	1.00	0.00
Physical Activities Coordinator	1.00	M	1.00	0.00
Recreation Program Coordinator	1.00	M	1.00	0.00
Technical Landscape Foreman	1.00	M	1.00	0.00
Assistant Parks Maintenance Supervisor	1.00	L	1.00	0.00
Equipment and Transportation Assistant	1.00	I	1.00	0.00
Accounts & Program Support Coordinator	1.00	H	1.00	0.00
Labor Foreman II	2.00	H	2.00	0.00
Small Engine Mechanic	1.00	H	1.00	0.00
Account Clerk III	2.00	F	2.00	0.00
Labor Foreman I	5.00	E	5.00	0.00
Clerk II	1.00	D	1.00	0.00
Equipment Operator II	3.00	D	3.00	0.00
Nursery Technician	2.00	D	2.00	0.00
Equipment Operator I	2.00	C	2.00	0.00
General Laborer II	2.00	C	2.00	0.00
General Laborer I	4.00	B	4.00	0.00
<b>DEPARTMENT TOTAL</b>	<b>43.00</b>		<b>43.00</b>	<b>0.00</b>

Fund: General  
 Department: Fire  
 Fiscal Year 2013

<u>Job Title</u>	Revenues			
	<u>No.</u>	<u>Grade</u>	<u>City</u>	<u>Special</u>
Chief of Fire	1.00	E 09	1.00	0.00
Deputy Chief	2.00	E 07	2.00	0.00
Administrative Assistant II	1.00	E 02	1.00	0.00
Battalion Chief	10.00		10.00	0.00
Captain	11.00		11.00	0.00
Lieutenant	29.00		29.00	0.00
Firefighter	119.00		106.00	13.00
Fire Plans Reviewer	1.00	P	1.00	0.00
Executive Assistant to the Chief	1.00	N	1.00	0.00
Fiscal Administrator	1.00	K	1.00	0.00
Administrative Clerk II	1.00	H	1.00	0.00
<b>DEPARTMENT TOTAL</b>	<b>177.00</b>		<b>164.00</b>	<b>13.00</b>



**Fund: General**  
**Department: Police**  
**Fiscal Year 2013**

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Chief of Police	1.00	E 09	1.00	0.00
Administrative Assistant I	1.00	E 01	1.00	0.00
Inspector	2.00		2.00	0.00
Captain	7.00		7.00	0.00
Lieutenant	11.00		11.00	0.00
Sergeant	37.00		37.00	0.00
Patrol Officer	262.00		242.65	19.35
Social Worker	1.00	Q	1.00	0.00
Bilingual Victims Case Coordinator	1.00	P	1.00	0.00
Crime Analyst	1.00	P	1.00	0.00
Domestic Violence Coordinator	1.00	P	1.00	0.00
Communications Supervisor	5.00	M	5.00	0.00
Property Technician	1.00	M	1.00	0.00
Records Supervisor	1.00	L	1.00	0.00
Fiscal Administrator	1.00	K	1.00	0.00
Senior Emergency Communications Specialist	1.00	J	1.00	0.00
Criminal Records Coordinator	1.00	I	1.00	0.00
Emergency Communications Specialist	12.00	I	12.00	0.00
Information Input Specialist	1.00	I	1.00	0.00
Administrative Clerk II	1.00	H	1.00	0.00
Administrative Clerk I	1.00	G	1.00	0.00
Communications and Data Specialist	7.00	G	7.00	0.00
Document Management Technician	1.00	G	1.00	0.00
Emergency Call Operator	14.00	G	14.00	0.00
Police Records Specialist	1.00	G	1.00	0.00
Police Reports Specialist	1.00	G	1.00	0.00
Senior Clerk	1.00	G	1.00	0.00
Vehicle Maintenance Technician	1.00	G	1.00	0.00
Teleserve Operator	6.00	E	6.00	0.00
<b>DEPARTMENT TOTAL</b>	<b>382.00</b>		<b>362.65</b>	<b>19.35</b>

**Fund: General**  
**Department: Public Works**  
**Fiscal Year 2013**

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Commissioner of Public Works	0.25	E 09	0.25	0.00
Deputy Commissioner of Public Works	0.50	E 08	0.50	0.00
Administrative Assistant I	0.25	E 01	0.25	0.00
Director of Transportation	1.00	M 07	1.00	0.00
Administrative Services Director	0.35	M 06	0.35	0.00
City Engineer	0.45	M 06	0.45	0.00
Operations Director	1.00	M 06	1.00	0.00
Transportation Engineer	1.00	T	1.00	0.00
Administrative Engineer	1.00	Q	1.00	0.00
Building Services Supervisor	1.00	Q	1.00	0.00
Construction Supervisor	0.50	P	0.50	0.00
Engineering Records Coordinator	0.25	O	0.25	0.00
Sanitation Supervisor	1.00	O	1.00	0.00
Street Cleaning Supervisor	1.00	O	1.00	0.00
CADD/GIS Engineering Coordinator	1.00	N	1.00	0.00
Transportation Administrative Supervisor	1.00	O	1.00	0.00
Traffic Maintenance Foreman	1.00	M	1.00	0.00
Constituent Services Supervisor	0.30	L	0.30	0.00
ITMS Senior Technician	1.00	L	1.00	0.00
Assistant Building Services Manager	1.00	K	1.00	0.00
Assistant Sanitation Supervisor	2.00	K	2.00	0.00
Assistant Street Cleaning Supervisor	2.00	J	2.00	0.00
Purchasing Coordinator	0.70	J	0.70	0.00
Administrative Clerk III	0.50	I	0.50	0.00
Assistant Street and Sewer Maintenance Supervisor	0.20	I	0.20	0.00
Account Technician	0.50	H	0.50	0.00
Building Technician II	1.00	H	1.00	0.00
Constituent Services Assistant	1.20	H	1.20	0.00
Construction Inspector	1.00	H	1.00	0.00
Labor Foreman II	0.20	H	0.20	0.00
Signal Electrician	4.00	H	4.00	0.00
Administrative Clerk II	0.50	H	0.50	0.00
Traffic Maintenance Technician II	4.00	G	4.00	0.00
Traffic Technician II	2.00	G	2.00	0.00
Administrative Clerk I	0.60	G	0.60	0.00
Equipment Operator IV	14.40	F	14.40	0.00
Equipment Operator II	10.00	D	10.00	0.00
Sanitation Driver	16.00	D	16.00	0.00
Sanitation Worker	25.00	D	25.00	0.00
Utility Yard Mechanic	1.00	D	1.00	0.00
General Laborer II	2.00	C	2.00	0.00
General Laborer I	18.00	B	18.00	0.00
Custodian	1.00	A	1.00	0.00
<b>DEPARTMENT TOTAL</b>	<b>122.65</b>		<b>122.65</b>	<b>0.00</b>

Fund: Water and Sewer  
Department: Public Works  
Fiscal Year 2013

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Commissioner of Public Works	0.75	E 09	0.75	0.00
Deputy Commissioner of Public Works	0.50	E 08	0.50	0.00
Administrative Assistant I	0.75	E 01	0.75	0.00
Water Division Director	1.00	M 07	1.00	0.00
Administrative Services Director	0.65	M 06	0.65	0.00
Assistant Water Division Director	2.00	M 06	2.00	0.00
City Engineer	0.55	M 06	0.55	0.00
Water Quality Manager	1.00	M 05	1.00	0.00
Civil Engineer	2.00	R	2.00	0.00
Environmental Programs Manager	1.00	S	1.00	0.00
Contracts & Maintenance Supervisor	1.00	R	1.00	0.00
Water Distribution Supervisor	1.00	Q	1.00	0.00
Urban Forest Administrator	1.00	Q	1.00	0.00
Assistant Water Distribution Supervisor	1.00	P	1.00	0.00
Construction Supervisor	0.50	P	0.50	0.00
Wet Weather Administrator	1.00	P	1.00	0.00
Engineering Records Coordinator	0.75	O	0.75	0.00
SCADA Technician	1.00	O	1.00	0.00
Sewer Maintenance Supervisor	1.00	O	1.00	0.00
Water Production Supervisor	2.00	O	2.00	0.00
Water Systems Supervisor	1.00	O	1.00	0.00
Water Meter Supervisor	1.00	N	1.00	0.00
Water Production Maintenance Foreman	2.00	M	2.00	0.00
Water Quality Assistant	1.00	M	1.00	0.00
Constituent Services Supervisor	0.70	L	0.70	0.00
Water Quality Specialist	3.00	K	3.00	0.00
Chief Construction Inspector	1.00	J	1.00	0.00
GIS Technician	1.00	J	1.00	0.00
Purchasing Coordinator	1.30	J	1.30	0.00
Administrative Clerk III	0.50	I	0.50	0.00
Assistant Street and Sewer Maintenance Supervisor	0.80	I	0.80	0.00
Account Technician	0.50	H	0.50	0.00
Assistant Water Meter Supervisor	1.00	H	1.00	0.00
Constituent Services Assistant	2.80	H	2.80	0.00
Construction Inspector	4.00	H	4.00	0.00
Labor Foreman II	4.80	H	4.80	0.00
Plant Mechanic II	6.00	H	6.00	0.00

**Fund: Water and Sewer (Continued)**  
**Department: Public Works**  
**Fiscal Year 2013**

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Plant Operator III	8.00	H	8.00	0.00
Pumping Station Operator	4.00	H	4.00	0.00
Welder	1.00	H	1.00	0.00
Administrative Clerk II	0.50	H	0.50	0.00
Administrative Clerk I	0.40	G	0.40	0.00
Equipment Operator IV	4.60	F	4.60	0.00
Maintenance Mechanic II	1.00	F	1.00	0.00
Equipment Operator III	1.00	E	1.00	0.00
Maintenance Mechanic I	3.00	E	3.00	0.00
Technical Maintenance Mechanic I	8.00	E	8.00	0.00
Equipment Operator II	3.00	D	3.00	0.00
Equipment Operator I	1.00	C	1.00	0.00
General Laborer II	15.00	C	15.00	0.00
<b>DEPARTMENT TOTAL</b>	<b>103.35</b>		<b>103.35</b>	<b>0.00</b>

**Fund: General**  
**Department: Real Estate and Housing**  
**Fiscal Year 2013**

<u>Job Title</u>	<u>No.</u>	<u>Grade</u>	<u>Revenues</u>	
			<u>City</u>	<u>Special</u>
Director of Real Estate and Housing	1.00	E 08	0.35	0.65
Administrative Assistant II	1.00	E 02	0.30	0.70
Program Management Director	1.00	M 06	0.00	1.00
Director of Rehabilitation	1.00	M 05	0.05	0.95
Development Specialist	1.00	Q	0.30	0.70
Program Administrator	2.00	P	0.00	2.00
Program Coordinator	1.00	P	0.00	1.00
Senior Program Specialist	1.00	N	0.00	1.00
Senior Rehabilitation Specialist II	3.00	N	0.25	2.75
Property Manager	1.00	M	0.30	0.70
Senior Rehabilitation Loan Specialist	1.00	I	0.00	1.00
Administrative Clerk I	1.00	G	0.00	1.00
<b>DEPARTMENT TOTAL</b>	<b>15.00</b>		<b>1.55</b>	<b>13.45</b>

Worksheet showing the fiscal impact of upgrading the Constituent Services Representative (non-union grade G-7) to a Constituent Services Projects Specialist (non-union grade N-1).

	Position Title	Grade-Step	Salary	FICA	Med Tax	Medical	Life Ins	Pension	Pension HC	TOTAL
<b>Current</b>	Const Services Rep	G-7	37,674	2,263	529	20,129	219	6,970	1,775	69,559
<b>Upgrade</b>	Const Services Project Spec	N-1	45,308	2,809	657	20,152	230	8,382	1,775	79,313
<b>Increase</b>	<b>Annualized Fiscal Impact</b>		<b>\$7,634</b>	<b>\$546</b>	<b>\$128</b>	<b>\$23</b>	<b>\$11</b>	<b>\$1,412</b>	<b>\$0</b>	<b>\$9,754</b>
<b>Increase</b>	<b>Fiscal Impact (5 months)</b>		<b>\$3,181</b>	<b>\$228</b>	<b>\$53</b>	<b>\$10</b>	<b>\$5</b>	<b>\$588</b>	<b>\$0</b>	<b>\$4,065</b>